

**POSITION:** Community Mental Health Practitioner

**PURPOSE:** Help people with serious and persistent mental illness limit the need for hospitalization and live healthy lives in the community.

**REQUIREMENTS:** Four year degree in behavioral sciences/human services plus one year clinically supervised paid mental health experience preferred. Some knowledge of community & mental health resources, psychotropic medications, and goal setting expected; function cooperatively/positively in a team setting; complete timely, extensive paperwork; establish therapeutic relationships; comfortable with staff and client diversity; set clear boundaries; able to role model health and wellness and look for consumer strengths; has current driver's license, vehicle, and insurance and agrees to annual driving/license review.

**TIME EXPECTATION:** 40 hours/week; 30 hours/week billable time **REPORTS TO:** Director/CPRP

**DUTIES:**

**STATUS OF POSITION:** Exempt

1. Assess client needs –mental health, financial, housing, transportation, education, social, independent living, employment, insurance, family, community, medical/ dental.
2. For ARMHS and CSP, complete plan, progress notes, and annual releases. For ARMHS, also complete functional assessment, LOCUS, and interpretive summaries.
3. Communicate/consult on client's mental health status, medication issues, strengths, limitations, functioning, and progress with multidisciplinary team/supervisor
4. Teach client with ARMHS prompts, role-play, role modeling, etc. to encourage skill development toward goals. Help resolve barriers to client mental health recovery.
5. Intervene with others in client's life using problem-solving/education to reduce barriers, develop natural supports, and access resources
6. Make home/community visits to accurately assess and assist with goals.
7. Coordinate plan, services, and resources with other supports used by the client.
8. Respond to client emergency and crisis situations as needed.
9. Facilitate groups and activities, including drop-in, and ARMHS; Connect clients to these events as appropriate for client growth
10. Guard client data privacy and security of client information; Ensure current client data.
11. Attend and participate in team, staff meetings, and ARMHS meetings.
12. Complete monthly records for time off, mileage, and petty cash
13. Participate in trainings, in-services, readings, etc. as scheduled.
14. Transport clients as needed when other resources are not available.
15. Other duties as assigned by supervisor

**PERFORMANCE INDICATORS:**

1. 75% of time with clients: turn in billing sheets before weekly pickup.
2. Chart without prompting- ARMHS daily with client present, CSP clients monthly; FA's, LOCUS, interpretive summaries, recovery plans, and CSP prior to 6 month mark.
3. Overall positive client surveys regarding practitioner's work
4. At least 50% of ARMHS caseload completes rehab. goals each year

Updated 3/21/16